



**CITY OF WILLIS**

City Secretary's Office  
 200 N Bell St.  
 Willis, Texas 77378  
 (936) 856-4611  
[www.ci.willis.tx.us](http://www.ci.willis.tx.us)

**Application for  
 City Board/Commission/Committee  
 Please Print or Type Clearly.**

New Appointment:

Request for Re-Appointment:

**SECTION A: APPLICANT INFORMATION**

Last Name		First	Middle
Street Address		Mailing Address	
Apt/Unit #	City	State	ZIP Code
Phone ( ) -		E-mail Address	
Date Available	I have lived in Willis	years.	Place of Employment
Have you filed an application here before? YES <input type="checkbox"/> NO <input type="checkbox"/>		If so, when?	
Have you ever been convicted of a crime? YES <input type="checkbox"/> NO <input type="checkbox"/>		If so, when?	
Do you reside within the City Limits of Willis? YES <input type="checkbox"/> NO <input type="checkbox"/>		Currently Employed YES <input type="checkbox"/> NO <input type="checkbox"/>	
<p><b>Note: Various boards, commissions and committees of the City either allow for or require appointments of persons who reside in the Willis city limits, County or the City's Extra Territorial Jurisdiction. For more information on this please refer to the Articles of Incorporation or By Laws of the entities of interest. The City Secretary is able to assist in obtaining copies of the By-Laws, upon request.</b></p>			

**SECTION B: REFERENCES**

Please list three professional references.

Full Name	Relationship
Company	Phone ( ) -
Full Name	Relationship
Company	Phone ( ) -
Full Name	Relationship
Company	Phone ( ) -

**SECTION C: ADDITIONAL INFORMATION**

Do you currently serve on any other boards, commissions, or committees? Please list any below:

What qualifies you to serve on the board(s) you are applying for?

Why do you want to serve on the board(s) you are applying for?

**SECTION D: BOARDS/COMMISSIONS/COMMITTEES**

Please indicate the Boards, Commissions or Committees you are interested in serving. List in order of preference.

<input type="checkbox"/> Willis Community Development Corporation	<input type="checkbox"/> Willis Economic Development Corporation	
<input type="checkbox"/> Planning and Zoning Commission	<input type="checkbox"/> Willis Independence Day Celebration	<input type="checkbox"/> Willis Juneteenth Celebration
<input type="checkbox"/> Christmas Festival	<input type="checkbox"/> Other	

**DISCLAIMER AND SIGNATURE**

- It is understood and agreed upon that any misrepresentation by me on this application will be sufficient cause for cancellation of this application and/or separation from the board/commission/committee.
- I give the City of Willis the right to investigate all references and to secure additional information about me, if related. I hereby release from liability the City of Willis and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.
- This application is kept on active file at the City Secretary's Office for 1 year. At the conclusion of this time, if I have not heard from the City Secretary and still wish to be considered for a board/commission/committee, it will be necessary to fill out a new application.
- I understand that just as I am free to resign at any time, the City of Willis reserves the right to terminate my status as member at any time, with or without cause and without prior notice. I understand that no representative of the City of Willis has the authority to make any assurances to the contrary.
- I understand it is the City of Willis' policy not to refuse to hire a qualified individual with a disability because of this person's need for an accommodation that would be required by the ADA.
- I agree to participate and complete any required training the city deems necessary, such as Open Meetings Act training, as a condition of my board service, and I agree to submit a copy of completion documentation on file with the City Secretary.
- If selected, I agree to adhere to the City of Willis' Ethics Ordinance and to represent the City's business ethically at all times.

Signature

Date

**WRITTEN NOTICE**

A hardcopy of this application with the original signature must be printed and mailed to be officially accepted for a board/commission/committee. Please return by mail or in person to:

City of Willis, Texas  
City Secretary's Office  
200 N Bell Street  
Willis, Texas 77378

**OFFICE USE ONLY**

Date Application Received:		Application Received by:	
Position Appointed:		Date Appointed:	
Term Starts:		Term Expires:	